

**CONFIDENTIAL**

1 August 1951

ADMINISTRATIVE SERVICES OFFICE

SLOT T/O

INCUMBENT

PENDING OR VACANT

25X1 GENERAL SERVICES DIVISION (CONTINUED)  
RECORDS MANAGEMENT AND DISTRIBUTION BRANCH

GS-13 Records Officer  
GS-5 Clerk-Steno

Vital Materials Section

GS-7 Analyst Supvr.  
GS-5 Clerk  
GS-3 Microphotographer

Records Analysis Section

GS-12 Analyst Supvr.  
GS-11 Analyst  
GS-9 Methods Exam-Records  
GS-9 Analyst

GS-7 Analyst

GS-3 Microphotographer

Archives Section

GS-9 Analyst Supvr.  
GS-7 Analyst

GS-5 Analyst Typist

GS-4 Clerk

GS-3 Microphotographer

25X1 (RR #3161 (GS-4) 9-6-50  
[redacted] (Sec. 4-23-51) 25X1  
F.C. 7-20-51 To EOD 9-4-51

[redacted] (Sec. only 5-17-51) 25X1  
VACANT  
VACANT

[redacted] 7-16-51 25X1  
(88)

[redacted] (Sec. only 25X1  
4-12-51) F.C. 6-1-51, 37-3  
dtd 8-4-51)

[redacted] (Sec. only 25X1  
7-25-51 GS-11)

[redacted] 25X1  
51) (Sec. only 6-20-51) To  
IAS 7-17-51

RR #3924 6-26-51 (For GS-4  
Mail & File Clerk)

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SLOT T/O

INCUMBENT

PENDING OR VACANT

GENERAL SERVICES DIVISION (CONTINUED)

RECORDS MANAGEMENT AND DISTRIBUTION BRANCH (CONTINUED)

Mail Control Section

OS-9 Supervisor

OS-8 Supervisor

OS-5 Courier

OS-5 Mail Supervisor

OS-4 Mail Clerk

OS-4 Secret Courier

as

(OS-5) 25X1

RR #3906 6-20-51 25X1

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ADMINISTRATIVE SERVICES OFFICE

SLOT T/O

INCUMBENT

PENDING OR VACANT

GENERAL SERVICES DIVISION (CONTINUED)

25X1 RECORDS MANAGEMENT AND DISTRIBUTION BRANCH (CONTINUED)

Mail Control Section (Continued)

GS-4 Couriers (Continued)

ER #3592 3-26-51

GS-3 Courier

GS-3 Mail Clerk

CPC-4 Messenger

CPC-3 Messenger

GS-4 File Clerk

Total T/O - General Services Division

Pending Recruitment Requests for Couriers and Messengers

#3344 2-1-51 Courier GS-3  
#3906 6-20-51 Courier GS-3  
#3936 7-11-51 Courier GS-3  
#3592 3-26-51 Mess. CPC-3  
#3907 6-20-51 Mess. CPC-3

25X1

**CONFIDENTIAL**

TRANSMITTAL SLIP		
		DATE
TO: <i>Rec. Ingt + Dist. Sr.</i>		
BUILDING	ROOM NO.	
REMARKS:		
FROM: <i>Adm. Off - Adm. Ser</i>		
BUILDING	ROOM NO.	EXTENSION
FORM NO. 36-8 SEP 1946		